



**SERC Board of Directors
Virtual Regular Meeting
Attendance and Action/Motion Information**

<https://ctserc.zoom.us/j/270003663>

Meeting ID: 270 003 663
1 929 205 6099

**March 31, 2020
12:00 p.m. – 1:30 p.m.**

Present: Elizabeth Brown, George A. Coleman, Jeffrey Leake, Richard Porth (joined the meeting at 12:34 p.m. and left the meeting at 1:16 p.m.), Agnes Quinones, Charlene Russell-Tucker (joined the meeting at 12:18 p.m.), and Brittney Yancy (joined the meeting at 12:24 p.m.)

Absent: Tom Swan

Others Present: Ingrid M. Canady, Executive Director, Stephen Proffitt, Director for Special Education Programs & Instructional Design, Kristy Giacco, Program Services Manager, Michelle Weaver, Consultant/Legal Counsel/ Legislative Liaison, Glen Hale, Chief Financial Officer, Krystal Hewitt, Human Resources Manager, Michelle LeBrun-Griffin, Consultant, Sarah Jones, Consultant and Jennifer LeBrun, SERC Executive Assistant

I. Call to Order

The meeting was called to order by George A. Coleman at 12:00 p.m.

II. Public Comment*

No Public Comment

III. Approval of the Draft Minutes of the January 28, 2020, Regular Meeting

“Motion to approve minutes of the January 28, 2020, Regular Meeting.”

Motion: Ms. Brown
Second: Dr. Quinones

Vote on Motion:

In favor: 5 (Brown, Coleman, Leake, Porth, Quinones)

Opposed: 0

Abstained: 0

IV. **Action Items**

a. Employee Mileage and Reimbursement Policy Review and Approval

“Motion to approve the SERC Employee Mileage and Reimbursement Policy.”

Motion: Mr. Leake
Second: Dr. Quinones

Vote on Motion:
In favor: 5 (Brown, Coleman, Leake, Porth, Quinones)
Opposed: 0
Abstained: 0

b. Accounting and Policy Procedure Manual Approval

“Motion to approve the SERC Accounting and Policy, Procedure Manual.”

Motion: Dr. Quinones
Second: Mr. Leake

Vote on Motion:
In favor: 6 (Brown, Coleman, Leake, Porth, Quinones, Russell-Tucker)
Opposed: 0
Abstained: 0

V. **Adjournment**

“Motion to adjourn at 1:36 p.m.”

Motion: Dr. Quinones
Second: Mr. Leake

Vote on Motion:
In favor: 7 (Brown, Coleman, Leake, Porth, Quinones, Russell-Tucker, Yancy)
Opposed: 0
Abstained: 0